

**-ST. CLAIR TOWNSHIP BOARD OF TRUSTEES**  
**2449 Jackson Rd.      Hamilton, Oh. 45011**  
**MEETING                      January 07, 2025**

**ROLL CALL**

PRESENT: Judy Valerio,, Dustin Gadd, John Johnson, Fiscal Officer Rhonda Davis

ABSENT: None

OTHERS IN ATTENDANCE: Rd. Supervisor Gil Minor, Squad Chief M. Bubemyre, Fire Chief L. Anglin, Assist. Fire Chief M. Price, Assist. Squad Chief J. Pearson, Lt. C. Anglin, Capt. R. Johann, Capt. Farthing

**NEW BUSINESS                      2025      ORGANIZATIONAL SESSION**

THE BOARD OF TRUSTEES DISCUSSED FOR 2025 YEAR MOTIONS AND RESOLUTIONS NEEDED TO CONDUCT BUSINESS AS IN THE PAST YEARS.

**2025 CHAIRMAN OF THE BOARD**

Trustee Judy Valerio Nominated Trustee Dustin Gadd For Chairman Of The Board.

Trustee John Johnson Second The Motion

Asked If There Were Any Other Nominations Or Comments. There Was None.

• **MOTION**

IT WAS MOVED BY TRUSTEE JUDY VALERIO NOMINATED TRUSTEE DUSTIN GADD FOR CHAIRMAN OF THE BOARD. TRUSTEE JOHN JOHNSON SECOND THE MOTION

YEAS: J. Valerio, J. Johnson, D. Gadd      NAYS: NONE      MOTION CARRIED                      ALL APPROVED.

**NOMINATION OF BOARD VICE PRESIDENT**

Judy Valerio NOMINATED Trustee John Johnson AS BOARD VICE PRESIDENT. ASKED IF THERE WERE ANY OTHER NOMINATIONS OR COMMENTS.      NO OTHER NOMINATIONS AT THIS TIME.

• **MOTION**

IT WAS MOVED BY TRUSTEE JUDY VALERIO TO NOMINATE AS VICE PRESIDENT OF THE BOARD OF TRUSTEES. JOHN JOHNSON A SECOND TO THE MOTION BY DUSTIN GADD.

YEAS: J. Valerio, D. Gadd, J. Johnson      NAYS: NONE      MOTION CARRIED      ALL APPROVED.

**MOTION:**

IT WAS MOVED BY TRUSTEE DUSTIN GADD AND A SECOND BY Trustee Judy Valerio TO APPROVE THE MEETING SCHEDULE FOR 2025.

YEAS: D. Gadd, J. Valerio, J. Johnson                      NAYS: NONE      MOTION CARRIED.

**MOTION**

TRUSTEE JOHN JOHNSON MADE A MOTION TO APPROVE THE **AGENDA FOR 2025** TO REMAIN THE SAME AND A SECOND BY Trustee Judy Valerio.

YEAS:                      NAYS: NONE      MOTION CARRIED.

**MOTION REAPPOINT FIRE MEMBERS**

A MOTION BY TRUSTEE JUDY VALERIO TO APPROVE TO REAPPOINT ALL OF THE VOLUNTEER FIRE FIGHTERS TO THE ST. CLAIR TOWNSHIP FIRE DEPARTMENT, AND LARRY ANGLIN AS FIRE CHIEF FOR THE YEAR 2025

A SECOND BY TRUSTEE JOHN JOHNSON

YEAS:                      NAYS: NONE      MOTION CARRIED.

**MOTION LIFE SQUAD RE-APPOINT**

A MOTION BY TRUSTEE JOHN JOHNSON TO APPROVE TO REAPPOINT ALL OF EMPLOYEES TO THE ST. CLAIR TOWNSHIP NEW MIAMI LIFE SQUAD AND CHIEF MICHELLE BUBEMYRE AS CHIEF FOR 2025, A SECOND BY TRUSTEE DUSTIN GADD.

YEAS:                      NAYS: NONE              MOTION CARRIED.

**MOTION RE HIRE EMPLOYEES**

IT WAS MOVED BY TRUSTEE JOHN JOHNSON AND A SECOND BY TRUSTEE JUDY VALERIO TO APPROVE TO RE-HIRE THE FOR ST. CLAIR TOWNSHIP NEW MIAMI LIFE CHIEF MICHELLE BUBEMYRE, FIRE DEPT. CHIEF LARRY ANGLIN, ROAD SUPERVISOR GIL MINOR; ROAD CREW TONY HAVEN, CALEB ANGLIN, ROAD DEPAT. JERRICK HOLLAND ADMINISTRATOR/ZONING ADMINISTRATOR, BARBARA SCHICK; AND EVELYN EWEN AS WORKER FOR ADMINISTRATIVE FOR 2025.

YEAS:              NAYS      :NONE              MOTION CARRIED.

**RESOLUTION 2025-01- 01      LINE ITEM CHANGE**

TRUSTEE JUDY VALERIO MADE A RESOLUTION TO APPROVE THE FOLLOWING: THAT THE FISCAL OFFICER IS PERMITTED TO MAKE ANY LINE ITEM CHANGE TO THE BUDGET WITHIN ANY PARTICULAR ACCOUNT TO ACCOMMODATE PAYMENT/EXPENSES FOR ST. CLAIR TOWNSHIP FOR 2025, A SECOND BY TRUSTEE JOHN JOHNSON

YEAS: J. JOHNSON, D. GADD, J. VALERIO                      NAYS: NONE                      MOTION CARRIED.

**RESOLUTION 2025-01-02      TRANSFER FUNDS**

TRUSTEE JOHN JOHNSON MADE A MOTION TO APPROVE A RESOLUTION TO THE FOLLOWING: THE ST. CLAIR TOWNSHIP FISCAL OFFICER TO TRANSFER FUNDS FROM THE CHECKING ACCOUNT TO THE CD OR OTHER INVESTMENTS THROUGH FIRST FINANCIAL BANK FOR THE YEAR 2025, SECOND BY TRUSTEE JUDY VALERIO.

YEAS:      NAYS: NONE                      MOTION CARRIED.

**RESOLUTION 2025 -01-03      BENEFITS**

TRUSTEE JUDY VALERIO MADE A RESOLUTION TO APPROVE TO PROVIDE THE BENEFITS PAID BY ST. CLAIR TOWNSHIP PER ORC 505.60, 505.602 AND 9.833 TO THE FOLLOWING: TRUSTEES: JUDY VALERIO, DUSTIN GADD, JOHN JOHNSON AND FISCAL OFFICER -RHONDA DAVIS, FULL TIME EMPLOYEES: GILFORD MINOR., ANTHONY HAVEN, CALEB ANGLIN, JERRICK HOLLAND AND BARBARA A. SCHICK; BENEFITS TO BE: HEALTH CARE, DENTAL CARE, VISION CARE, & LIFE INS.; SHORT TERM DISABILITY FOR FULL TIME EMPLOYEES, AND A SECOND TRUSTEE JOHN JOHNSON.

YEAS:              NAYS:      NONE                      MOTION CARRIED.

**RESOLUTION NO. 2025-01-04      LEGAL ADVERTISEMENTS**

TRUSTEE JOHN JOHNSON MADE MOTION AND TRUSTEE JUDY VALERIO SECONDED. A RESOLUTION ESTABLISHING THAT THE TOWNSHIP'S MANNER OF PROVIDING PUBLIC NOTICE OF TOWNSHIP REGULAR AND SPECIAL MEETINGS AND OTHER TOWNSHIP BUSINESS SHALL BE THE WEBSITE OF ST. CLAIR TOWNSHIP UNLESS OTHERWISE EXPRESSLY PROVIDED BY THE OHIO REVISED CODE.

YEAS: D. GADD, J. VALERIO, J. JOHNSON              NAYS: NONE                      MOTION CARRIED

## WORK SESSION – DEPARTMENT REPORTS

- Reminder Inventories are due:

### ROAD DEPARTMENT

Road Supervisor Gil Minor reported they had burials for the year, maintained roads & township properties; spent many hours over past 3 days for snow removal the recent snow storm

### LIFE SQUAD

Discussed Contract with Medicount Management – increase - new rates for transportation and mileage, Medicount retains a 7% fee for billing & collecting bills. Residents of St. Clair Township and New Miami are billed but

Township accepts what ever amount the insurance company pays.

### RESOLUTION 2025-01-05

TRUSTEE JOHN JOHNSON MADE A MOTION THAT THE RESOLUTION BE ADOPTED,  
TRUSTEE DUSTIN GADD SECONDED THE MOTION,

A RESOLUTION BY THE BOARD OF ST. CLAIR TOWNSHIP TRUSTEES APPROVING THE  
MEDICOUNT MANAGEMENT SERVICES CONTRACT FOR 2025,  
TERMS OF THE AGREEMENT BETWEEN ST. CLAIR TOWNSHIP-NEW MIAMI LIFE SQUAD,  
TRANSPORT COST; BLS - \$600.00; ALS1- \$850.00; ALS2 - \$950.00; MILAGE - \$16.00/ MILE;  
EFFECTIVE DATE OF 01/07/25.

YEAS: J. JOHNSON, D. GADD; J. VALERIO    NAYS: NONE    MOTION CARRIED.

Chief Bubemyre also stated that Blake Olson has resigned from the Life Squad.

Discussion of the Payroll – Time clock is not accommodating how the system is set up.  
It was decided to use only part of system that accommodates the members on & off shift times  
Because of Life Squad Runs that may run past the shift time on the Time Clock.

### MOTION

It was moved by Trustee Dustin Gadd and a second by Judy Valerio to approve the Life Squad to only use apart of the Lab Tech System due to accommodating the stop & start of life squad runs, to be more accurate with actual time on duty.

Yeas: D. Gadd, J. Valerio, J Johnson    Nays: none    Motion Carried.

Chief Bubemyre stated that they would like to change the Holiday days off to be different from the Township full time employees. They will have their own holiday days off schedule for Life Squad Members.

### MOTION - EMS CLASSES at the COMMUNITY CENTER

It was moved by Trustee Dustin Gadd & and second by Trustee John Johnson to approve Rhonda Davis to sign the contract when contract is received by Mike Farthing and to use the Community Center on Summit Street as a Training center for EMS per contract.

Yeas D. Gadd, J. Johnson, J. Valerio    Nays: none    Motion carried.

### MOTION

It was moved by Trustee John Johnson and a second by Dustin Gadd to approve for the Life Squad Chief to put items on Govdeals, items being a refrigerator, stove and microvwave.

Yeas: J. Johnson, D. Gadd, J. Valerio

### FIRE DEPARTMENT

Fire Chief Larry Anglin gave fire report for the month

## ZONING

1450 West Elkton Road Subdivision – request for Zone change discussed

## MINUTES

It was moved by Trustee John Johnson and a second by Trustee Dustin Gadd to approve the December 2, 2024 Trustees Meeting Minutes.

Yeas: J. Johnson, D. Gadd, J. Valerio

Nays: none Motion Carried

## MINUTES

It was moved by Trustee Judy Valerio and a second by Trustee John Johnson to approve the December 30, 2024 Trustees SPECIAL Meeting Minutes.

Yeas: J. Johnson, D. Gadd, J. Valerio

Nays: none

Motion Carried

## PAYROLL & BILLS

It was moved by Trustee John Johnson and a second by Trustee Judy Valerio to approve the Payroll & Bills as presented by Rhonda Davis, Fiscal Officer.

Yeas: J. Johnson, D. Gadd, J. Valerio

Nays: none

Motion Carried

## FISCAL OFFICER

## OLD BUSINESS -

Community Center Training Facility Agreement

HR Discussion (OTARMA – discussion and will seek more information

## NEW BUSINESS

### MOTION

It was moved by Dustin Gadd and a second by Judy Valerio to approve for the Life Squad to put old appliances( Refrigerator, stove & micro wave ) on Gov.deals

Yeas:

Will Discuss Wayne Fire & Life Contract at February 2, 2025 Meeting.

## EXECUTIVE SESSION

It was moved by Dustin Gadd and a second by John Johnson to go into Executive Session of Personnel Issues and

Roll Call: D. Gadd, J. Johnson, J. Valerio Nays: none Motion Carried Time:

It was moved by Dustin Gadd and a second by Judy Valerio to come out of Executive Session  
No decisions were made in Executive Session

## RESOLUTION 2025-01- 06

???It was moved by Dustin Gadd to approve to supersedes any previous resolutions.

Salary pay for Life Squad Chief to Resolve to pay Life Chief \$3240.00 as sign on bonus.

#### RESOLUTION 2025-01-7

It was moved by John Johnson and a second by Dustin Gadd to approve a pay increase of \$27.00 per hour for Life Squad Chief Michelle Bubemyre, effectively immediately.

Yeas: John Johnson, Dustin Gadd, Judy Valerio Nays: none Motion Carried

Pay now

#### MOTION SIGN ON BONUS 2025-01-08

IT WAS MOVED BY Trustee Dustin Gadd AND A SECOND BY Judy Valerio TO APPROVE THE SIGN ON BONUS of \$300.00 AND A 3% RAISE FOR FULL TIME EMPLOYEES FOR ST. CLAIR TOWNSHIP.

YEAS: J. Johnson, D. Gadd, J. Valerio

NAYS: NONE

MOTION CARRIED.

#### LGS SERVICES for 2025 tabled

#### ADJOURN

IT WAS MOVED BY Judy Valerio AND A SECOND BY John Johnson TO ADJOURN MEETING.

#### ST. CLAIR TOWNSHIP BOARD OF TRUSTEES 2025 MEETING SCHEDULE

All meetings are held at the 2449 Jackson Road

Meetings start at 6:00P.M. on Mondays.

- January 06
- February 03
- March 03
- April 14
- May 1 2
- June 09

- July 07
- August 04
- Sept 08
- Oct 06
- Nov 03
- Dec 01

#### OFFICE CLOSED – HOLIDAYS

Jan. 1<sup>st</sup> – New Years Day

Jan. 20<sup>th</sup> – Martin Luther King, Jr. Day

Feb. 17<sup>th</sup> – Presidents Day

April 18 - Good Friday

May 26<sup>th</sup> Memorial Day

Sept. 1 – Labor Day

Nov. 27 & 28 Thanksgiving Day

July 4 – Independence Day

Oct. 13 – Columbus Day

Dec.25 & 26 Christmas Day & Friday

❖ *Trick or Treat - 10/31/23 - Friday*

\*Spring Clean Up at the Cemetery - 1<sup>st</sup> week of March

#### Fall Clean Up Schedule:

Sharon Park - Nov. 3-4 -5

Williamsdale & Overpeck 6-7

Cedar Grove & Outlying Areas: Nov. 10<sup>th</sup> – 14

#### OTHER MEETINGS:

🚦 BZA – 2<sup>nd</sup> Wednesday at 7:30PM

🚦 Zoning Commission 3<sup>rd</sup> Thursday at 7:00PM

#### Organizational Session for 2025

- Nominate Board Chairman/President